

GOVERNMENT OF THE DISTRICT OF COLUMBIA
CHILD AND FAMILY SERVICES AGENCY



Contracts and Procurement Administration

**Answers to Questions for RFA Number CFSA-10-RFA-0002
Citizen Review Panel Facilitator**

General Questions:

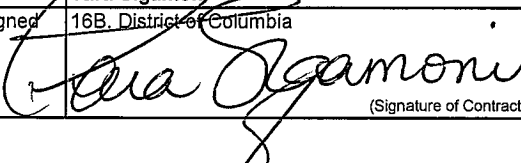
Question 1: On page 7 of the RFA, it states that the grant period will be through September 30, 2010. On page 9 under the "Use of Funds" section, it states that "funds shall support panel-related activities for up to twelve months". Should we construct the \$15,000-\$30,000 budget based on the May 2010-September 2010 (five-month) timeframe or a May 2010-April 2011 (12-month) timeframe?

Answer: The budget should be based on a 12-month timeframe however it should clearly outline the breakdown of proposed expenditures and activities to be supported through the current fiscal year (ending September 30th).

Question 2: On page 18 of the RFA goes into great detail regarding screening and hiring for the CRP Facilitator position. If there is already someone on staff who is appropriate for the position, is the grantee required to advertise the role and screen additional applicants? If not, should the applicant include specific information (such as a biography and/or resume) regarding the proposed CRP facilitator? It is understood that anyone who fills the CRP Facilitator role will have to secure the appropriate clearances.

Answer: The grantee is responsible for the recruitment and hiring of the CRP Facilitator and should present relevant proof of qualifications for the position if proposing someone already on staff.

To learn about other funding opportunities please visit the Federal Grants' website, www.grants.gov or the Office of Partnerships and Grant Services' website, www.opgd.dc.gov. Please also continue to check the Contracts and Procurement Administration's website, www.cfsa.dc.gov under Contracting Opportunities for future funding opportunities.

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT			1. Contract Number N/A	Page of Pages 1 1
2. Amendment/Modification Number 1	3. Effective Date See 16C	4. Requisition/Purchase Request No.		5. Solicitation Caption FY 2010 Citizen Review Panel Facilitator RFA
6. Issued By: Child and Family Services Agency Contracts and Procurement Administration 955 L'Enfant Plaza, S.W. 5th Floor Washington, DC 20024		7. Administered By (If other than line 6) See Solicitation		
8. Name and Address of Contractor (No. Street, city, country, state and ZIP Code)		<input checked="" type="checkbox"/> 9A. Amendment of Solicitation No. CFSA-10-RFA-0002		
		9B. Dated (See Item 11) 2/23/2010		
		10A. Modification of Contract/Order No.		
		10B. Dated (See Item 13)		
Code	Facility			
11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS				
<input checked="" type="checkbox"/> The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers <input checked="" type="checkbox"/> is extended. <input type="checkbox"/> is not extended. Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning <u>1</u> copies of the amendment: (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or fax which includes a reference to the solicitation and amendment number. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by letter or fax, provided each letter or telegram makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.				
12. Accounting and Appropriation Data (If Required)				
13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS, IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14				
A. This change order is issued pursuant to: (Specify Authority) <u>27 DCMR Section 3601, Par. 19, Changes, Standard Contract Provisions</u> The changes set forth in Item 14 are made in the contract/order no. in item 10A.				
B. The above numbered contract/order is modified to reflect the administrative changes (such as changes in paying office, appropriation date, etc.) set forth in item 14, pursuant to the authority of 27 DCMR, Chapter 36, Section 3601.2.				
C. This supplemental agreement is entered into pursuant to authority of:				
<input checked="" type="checkbox"/> D. Other (Specify type of modification and authority)				
E. IMPORTANT: Contractor <input checked="" type="checkbox"/> is not, <input type="checkbox"/> is required to sign this document and return <u>0</u> copies to the issuing office.				
14. Description of amendment/modification (Organized by UCF Section headings, including solicitation/contract subject matter where feasible.)				
FY-10 CITIZEN REVIEW PANEL FACILITATOR REQUEST FOR APPLICATIONS (RFA), CFSA-10-RFA-0002 DATE EXTENSION THE CITIZEN REVIEW PANEL FACILITATOR REQUEST FOR APPLICATIONS SUBMISSION DATE AND TIME ARE HEREBY EXTENDED TO 2:00 PM THURSDAY, APRIL 8, 2010.				
Except as provided herein, all terms and conditions of the document referenced in Item (9A or 10A) remain unchanged and in full force and effect				
15A. Name and Title of Signer (Type or print)		16A. Name of Contracting Officer Tara Sigamoni		
15B. Name of Contractor	15C. Date Signed	16B. District of Columbia		16C. Date Signed
(Signature of person authorized to sign)		(Signature of Contracting Officer)		3/24/2010